



**Ethics Commission
Minutes
Black-Eyed Susan Conference Room
Meeting No. 14-6
Wednesday, February 11, 2015 at 6:00 PM**

Commissioners Present: Eugene Thirolf, Kathleen Conway, Kris Dighe, Jaime Espinosa, Rosanne Hurwitz (arrived 6:10 p.m.)

City Staff : Debra Daniel and Payman Tehrani

I. Convene

Convene meeting.

II. Approval of Minutes

January 15, 2015 – Motion to approve minutes from January 15, 2015 meeting was made. The motion was made by Commissioner Dighe, seconded by Commissioner Conway, and passed 4-0 with Commissioner Hurwitz absent.

III. Review and approval of financial disclosure statement form for appointed officials and salaried decision-making employees

Staff reviewed with the Commission the financial disclosure statement form for appointed officials and salaried decision-making employees. The Commission directed staff to make revisions to the form and bring it back to the next meeting for review and adoption.

IV. Review and discussion of draft correspondence to Elected Officials and members of Designated Boards and Commissions regarding financial disclosure statements

Staff reviewed with the Commission the draft correspondence to Elected Officials and members of Designated Boards and Commissions regarding financial disclosure statements. The Commission directed staff to make revisions to the correspondence and, due to time constraints, send drafts to the Commission by e-mail for final approval.

V. Discussion of Commission's work plan including timeframe for completion of work plan.

- a. The Commission discussed developing training programs for elected officials, candidates for elected office and City employees on the City's Ethics Ordinance.
- b. The Commission discussed creating training material on the issues of gifts and conflict of interests and having a rough draft of training material for review by next meeting.
- c. The Commission discussed reviewing Chapter 16 to identify issues that need to be amended by Mayor and Council.

VI. Adjournment

Motion to adjourn was made by Commissioner Hurwitz. The motion was seconded by Commissioner Dighe, and passed unanimously.